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19 JUN 1987

MEMORANDUM FOR: Director of Logistics
Chief, New Building Project Office, OL
Chief, Budget and Fiscal Branch, OL
Chief, Personnel and Training Staff, OL
Acting Chief, Information and Management
Support Staff, OL
Chief, Procurement Management Staff, OL
Chief, Security Staff, OL
Chief, Facilities Management Division, OL
Chief, Printing and Photography Division, OL
Chief, Procurement Division, OL
Chief, Real Estate and Construction Division, OL
Chief, Supply Division, OL
Chief, Logistics Operations Center, LOC, OL

STAT FROM:
ADP Control Officer for OL
SUBJECT: VM Password Schedule Change

The password change scheduled for 24 June 1987 has been rescheduled for 8 July 1987. Please see the attachment explaining that some passwords are illegible, when opened, due to printer malfunction.

Please encourage all VM users, if they have not already done so, to pick up and open their passwords. All illegible passwords are to be returned to the password distributors listed below:

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Attachment: Memo dtd 18Jun87

CC: Steve
Mary
Judy

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18 June 1987

MEMORANDUM FOR: ADP Control Officers and Alternates
FROM: Chief, Consulting Services Branch/CAD/M&CG/OIT
SUBJECT: IMMEDIATE -- Password Schedule Change

STAT The password change scheduled for 24 June on the [] (VM1,VM2,VM3) and Northside (VMB,VMC) Computers Centers has been rescheduled for 8 July due to some illegible passwords caused by an undetected printer malfunction. Some of the passwords which were distributed were illegible when opened. Please request that personnel in your component open and verify now that their new password is readable to eliminate delays on 8 July when the password change is effective. If the password is illegible and the office is located in the Headquarters building, the Systems Administration Branch personnel are available in Room GA2505 to verify the password in any of the following ways:

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1. The ADP Control Officer may visit SAB in Room GA2505 with a list of userids for verification from his office. SAB will reissue each password in a sealed envelope.
 2. The ADP Control Officer may contact SAB on extension [] secure or via the AIM userid [] with a list of userids for verification and SAB will call when the new passwords have been prepared.
 3. The employee may visit SAB in Room GA2505.

During the week of 22 June, a special area in Room GA2505 has been designated for this purpose. SAB personnel will be available to provide prompt service.

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In the case of offices that reside in outbuildings, the ADP Control Officer should contact SAB on extension [] secure or via AIM userid [] with a list of userids that need to be reprinted. The newly printed passwords will be delivered to each ADPCO in the outbuildings. It is requested that the illegible passwords be returned when the new passwords are delivered. To ensure that all needed passwords can be printed and delivered before the 8 July change, SAB needs to receive the ADPCO list no later than COB Friday, 26 June.

We apologize for the inconvenience this has caused and appreciate your cooperation.

Thank you.

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SUBJECT: VM Password Schedule Change

Distribution:

- 1 - each addressee w/att
- 1 - CC w/att
- ✓ 1 - OL Files w/att
- Original - TG Chrono w/att

STAT IMSS/DAS/TG, (19Jun87)

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